

MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Wednesday, 27 March 1963

Present: C/MS - Chairman Dr. Tietjen
C/OD - Voting Member
C/PS - Voting Member
C/CD - Voting Member
C/SD - Voting Member
Personnel Placement Officer
PO/MS - Executive Secretary
Secretary to C/MS - Recording Secretary

25X1A9a

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 14 December 1962 were approved by the Members without comment.

2. Review of Fitness Reports

a. The Executive Secretary called attention to the following Fitness Reports which contain outstanding evaluations:

25X1A9a

[REDACTED], Medical Officer (Psychiatrist)
[REDACTED] GS-12, Psychologist

25X1A9a

b. The comments of the Reviewing Official on the Fitness Report of [REDACTED] 25X1A9a
[REDACTED] GS-4, Clerk-Stenographer, were reviewed briefly.
These comments indicate Miss [REDACTED] will transfer to the DD/P in June
in anticipation of an overseas assignment and Dr. [REDACTED] Reviewer,
feels she should receive a complete evaluation prior to such an assign- 25X1A9a
ment.

c. Fitness Reports have been received on the following additional
personnel and are available for the review of the Members:

25X1A9a

[REDACTED] GS-14, Medical Officer
[REDACTED] Psychologist
[REDACTED] GS-13, Medical Officer
[REDACTED] Psychologist
[REDACTED] GS-13, Intelligence Officer (General)
[REDACTED] 13, Psychologist
[REDACTED] 13, Psychologist
[REDACTED] Psychologist
[REDACTED] 12, Psychologist
[REDACTED] 2, Psychologist
[REDACTED] 1, Medical Service Officer
[REDACTED] Medical Technician
[REDACTED] GS-7, Staff Nurse

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7. Periodic Step Increases

Periodic Step Increases for the following personnel have been considered and approved by the appropriate supervisors:

25X1A9a

[REDACTED] GS-15, Medical Officer (Psychiatrist)
[REDACTED] GS-12, Psychologist
[REDACTED] GS-11, Medical Service Officer
[REDACTED] GS-11, Personnel Officer
[REDACTED] GS-11, Medical Service Officer
[REDACTED] GS-11, Physical Requirements Officer
[REDACTED] GS-7, Secretary-Stenographer

The Board unanimously endorsed the Executive Secretary's recommendation that the Periodic Step Increases in these cases be approved.

8. Training Evaluations

C/OD announced the receipt of Training Evaluation Reports for the following personnel who participated in the courses noted:

25X1A9a

[REDACTED], GS-16, Medical Officer - "Diagnostic Isotope Techniques"

25X1A9a

[REDACTED], GS-11, Medical Service Officer - "Covert Training"

25X1A9a

[REDACTED] GS-9, Medical Technician - "Operations Familiarization Course"

25X1A9a

[REDACTED] GS-7, Secretary-Stenographer - "Operations Familiarization Course"

9. Miscellaneous

a. The Executive Secretary reviewed the following letters of commendation and appreciation:

25X1A6a

(1) A memorandum from Chief, Life Sciences Division, OSI, dated 26 December 1962, expressing appreciation for the participation of the Medical Staff in handling the [REDACTED] prisoners exchange. The memorandum, in particular, cited the assistance of C/CD, [REDACTED]

25X1A9a

25X1A9a

(2) A commendation on behalf of [REDACTED] Chief Technician from C/CD, dated 23 January 1963.

25X1A6a

(3) A dispatch from the Chief of Station, [REDACTED], dated 16 January 1963, commending Dr. [REDACTED] for his treatment and assistance in evacuation of a patient.

25X1A9a

b. C/SD announced the Competitive Evaluation Panel will meet next week to perform the rankings of medical-technician personnel in grades GS-9, GS-10, and GS-11.

Attachment:
As stated

MS/mam
Distribution:
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